



COUNTY OF LOS ANGELES

DEPARTMENT OF PARKS AND RECREATION

*"Creating Community Through People, Parks and Programs"*

Russ Guiney, Director

April 3, 2008

TO: Each Supervisor

FROM: Russ Guiney *[Signature]*  
Director

SUBJECT: **INDIAN FALLS AND INDIAN SPRINGS ESTATES  
SECOND STATUS REPORT**

On February 12, 2008, your Board directed the Chief Executive Office and County Counsel to coordinate with the Departments of Regional Planning, Public Works and Parks and Recreation to provide a monthly status report regarding the unmet Indian Falls and Indian Springs conditions. Attached is the second monthly Action Plan and Timeline Status Report (Attachment A).

A monthly coordinating meeting was held on March 24, 2008 with the Chief Executive Office, County Counsel, Regional Planning, Public Works, and Parks and Recreation (DPR) to ensure all issues would be addressed in the subject report. Major updates include the following:

- Fidelity Management Services, Inc. represents both, Indian Springs and Indian Falls Home Owner Associations (HOA) and DPR will coordinate all future contact with the Management Company.
- Indian Springs Estates HOA met on March 27, 2008, and agreed to contact DPR to discuss the proposals for realignment of Segment 1 during the week of March 31, 2008. If DPR does not hear from the HOA by end of business on April 3, 2008, it will issue a letter to the HOA notifying them that the County is proceeding with establishing trail Segment 1 within the road as depicted in the attached Alternative.
- A response was due from the Indian Falls HOA on March 28, 2008 regarding Segment 5. The Management Company, representing Indian Falls HOA, requested a meeting with DPR on April 24, 2008 which has resulted in a need to modify the timeline provided in the first Status Report (see attached Status Report).

Each Supervisor  
April 3, 2008  
Page 2

- Review of the tract map, conditional use permit, and development management permit conditions for Segment 5 of the trail indicate that there is no legal requirement for the Indian Falls HOA to construct the trail. However, the Indian Falls HOA will remain the responsible party for providing the County with the replacement easement along this Segment.

The Fifth Supervisorial District has been apprised and concurs with amending the timeline. If you have any questions, please contact me at (213) 738-2951 or your staff may contact Larry Hensley, Chief of Planning, at (213) 351-5098.

RG:LH:FM:tls/g:indianfalls memo\_2\_aa

Attachment (1)

c: Executive Office, Board of Supervisors  
Chief Executive Officer  
County Counsel  
Acting Director, Public Works  
Director, Regional Planning



**TRAIL ACTION PLAN TIMELINE AND STATUS**  
**INDIAN SPRINGS (T.M. 33622) AND INDIAN FALLS ESTATES (T.M. 42353)**  
**APRIL 3, 2008**

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
1	<ul style="list-style-type: none"> <li>DPR to write a letter to the Indian Springs HOA to negotiate a new easement to create a paved Decomposed Granite (DG) path. The letter will indicate that a stable DG path in this segment of the trail would be safer and more effective, but to create this, the County would need permission to establish a new easement.</li> <li>HOA will be given 30 days to respond.</li> </ul>	<p>Parks &amp; Rec (DPR)</p> <p>HOA &amp; DPR</p>	<ul style="list-style-type: none"> <li>DPR prepared draft letter and submitted to County Counsel 2/20/08; Draft letter to be finalized and sent no later than 2/28/08.</li> <li>Response to County letter to be provided from HOA by 3/28/08.</li> </ul>	<ul style="list-style-type: none"> <li>Letter to D. Smith, representative of Management Company for Indian Springs HOA, from L. Hensley of DPR, regarding trail easements along Iverson Rd. mailed via certified mail on 2/28/08.</li> <li>DPR contacted Indian Springs HOA Management Company on 3/26/08 to discuss the status of the County's request identified above. During the board meeting for the HOA, Richard Mertz was assigned to contact L. Hensley of DPR, during the week of 3/31/08 in response to DPRS letter of 2/28/08). The HOA intends to support Mr. Mertz's decision) regarding treatment of Segment 1. If DPR does not hear from, Mr. Mertz by 4/3/08, DPR will send a letter to D. Smith, on 4/7/08 informing the HOA that the County will proceed with the Alternative as outlined below.</li> </ul>
	<ul style="list-style-type: none"> <li><i>In the event HOA does not respond or agree to request, please see * Alternative below on page 7.</i></li> </ul>			



ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
	If Indian Springs HOA approves new easement, the County will vacate the existing trail easement and relocate the trail:			
	<ul style="list-style-type: none"> <li>DPR and CEO/CP to establish cap project.</li> </ul>	DPR & CEO/CP	<ul style="list-style-type: none"> <li>Complete</li> </ul>	<ul style="list-style-type: none"> <li>Capital Project #77489.</li> </ul>
	<ul style="list-style-type: none"> <li>DPR will stake the centerline of the new alignment in cooperation with the Indian Springs HOA.</li> </ul>	DPR	<ul style="list-style-type: none"> <li>4/7/08 to 4/21/08 (2 weeks)</li> </ul>	
	<ul style="list-style-type: none"> <li>DPR will request cost estimate from DPW/ Mapping &amp; Property Mgmt (M&amp;PM) to prepare legal description for relocated trail easement.</li> </ul>	DPR	<ul style="list-style-type: none"> <li>Complete</li> </ul>	<ul style="list-style-type: none"> <li>Cost estimates for various trail segments were requested from DPW/M&amp;PM on 3/4/08 and were delivered on 3/27/08.</li> </ul>
	<ul style="list-style-type: none"> <li>DPR will authorize DPW/M&amp;PM to survey and prepare legal description for relocated trail easement.</li> </ul>	DPR	<ul style="list-style-type: none"> <li>4/7/08 to 11/20/08 (7.5 months)</li> </ul>	
	<ul style="list-style-type: none"> <li>DPR will authorize DPW/M&amp;PM to process the trail vacation and realignment.</li> </ul>	DPR & DPW	<ul style="list-style-type: none"> <li>4/7/08 to 1/7/09 (9 months)</li> </ul>	
	<ul style="list-style-type: none"> <li>DPW/M&amp;PM to prepare necessary Board letter and associated documents, including the legal description, for the vacation of the existing trail easement and establishment of the relocated trail easement.</li> </ul>	DPW	<ul style="list-style-type: none"> <li>1/20/09 Board letter approved</li> </ul>	



## ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
	<ul style="list-style-type: none"> <li>DPW to record new easement with County Recorder</li> <li>DPW trail crew to begin construction of trail on new easement:               <ol style="list-style-type: none"> <li>Removal of existing sod and soil</li> <li>Form for curb edging</li> <li>Pour Concrete curbing and allow to cure</li> <li>Place and compact DG trail</li> <li>Install signage</li> </ol> </li> <li><b>Segment 1 of trail complete</b></li> </ul>	DPW	<ul style="list-style-type: none"> <li>1/20/09 to 2/3/09</li> </ul>	
		DPR	<ul style="list-style-type: none"> <li>2/3/09 to 2/13/09</li> <li>2/13/09 to 2/27/09</li> <li>2/27/09 to 3/23/09</li> <li>3/23/09 to 4/3/09</li> <li>4/30/09 to 4/13/09</li> <li>4/20/09</li> </ul>	
2	<p>County needs to acquire an easement overlaying the existing Las Virgenes Water Company (LVWD) easement. The easement for this segment of the trail would be located adjacent to the rear yards of those homes facing La Quilla Drive in the Indian Falls Estates.</p> <ul style="list-style-type: none"> <li>DPR has obtained, in concept (via e-mail), approval from LVWD for a realignment of the trail easement from La Quilla to a segment over the LVWD easement.</li> </ul>	DPR & DPW	<ul style="list-style-type: none"> <li>DPR sent e-mail request to (LVWD) 2/6/08; response from (LVWD) via e-mail was received on 2/14/08.</li> </ul>	<ul style="list-style-type: none"> <li>Completed.</li> </ul>



# ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
	<ul style="list-style-type: none"> <li>DPR will prepare a letter to be sent informing the Indian Falls HOA of the County's intent to relocate the trail easement and solicit their support to realign the trail from the paved street portion along La Quilla Drive to the existing LVWD easement.</li> </ul>	DPR	<ul style="list-style-type: none"> <li>Draft letter sent to County Counsel for review on 2/22/08; response from County Counsel due by 2/27/08. Letter to HOA by 3/3/08.</li> </ul>	<ul style="list-style-type: none"> <li>Letter to A. Guglielmi, President of Indian Falls HOA, from L. Hensley of DPR regarding the realignment of the easement along LVWD easement sent via certified mail on 2/28/08.</li> <li>DPR contacted A. Guglielmi, President of Indian Falls HOA on 3/26/08, to discuss the County's letters addressing Segments 2 &amp; 5.</li> <li>DPR &amp; DPW M&amp;PM met on 3/4/08 and determined that letters to property owners would not be sent by 3/17/08 as indicated until the Indian Falls HOA determine whether or not Segment 5 will be relocated. If the trail alignment remains in the street for Segment 5, the easements in the street for Segment 2 would remain for those properties fronting on Macoda Lane...</li> </ul>
	<ul style="list-style-type: none"> <li>DPW will prepare a letter to be sent to each of the five affected property owners requesting their approval to vacate and realign the trail easement. If all property owners do not agree, the easement will be within the paved portion of the street.</li> </ul>	DPW	<ul style="list-style-type: none"> <li>DPW to prepare letter to property owners and send out by 4/28/08 requesting a response within 30 days by (5/28/08).</li> </ul>	
	<ul style="list-style-type: none"> <li>DPW to provide cost estimate for preparation of vacation, legal description, title documents, and survey.</li> <li><i>In the event HOA does not respond or agree to request, please see * Alternative below on page 7.</i></li> </ul>	DPW	<ul style="list-style-type: none"> <li>Cost Estimate anticipated to be completed by 3/27/2008.</li> </ul>	<ul style="list-style-type: none"> <li>Cost estimate was delivered by DPW/M&amp;PM on 3/27/08.</li> </ul>



ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
	<p>If easements are approved, the County would vacate its current easement and acquire an easement overlaying the LVWD easement. The LVWD easement has a legal description and survey which would be used for the County's overlay easement.</p> <ul style="list-style-type: none"> <li>DPR will authorize DPW/M&amp;PM to process the trail vacation and re-alignment.</li> <li>The Board letter will be written by DPW with assistance of DPR.</li> <li>Trail improvements on new easement by DPR trails crew:               <ol style="list-style-type: none"> <li>1. Install new culverts as required in two locations</li> <li>2. Minor grading for safety</li> <li>3. Install signage</li> </ol> </li> </ul>	DPR and DPW	<ul style="list-style-type: none"> <li>5/30/08 to 3/2/09 (9 months) to be handled by DPW</li> <li>3/17/09 Board letter approved</li> <li>3/23/09 to 4/9/09 (3 weeks)</li> <li>4/13/09 to 4/23/09 (2 weeks)</li> <li>4/27/09 to 4/30/09 (1 week)</li> <li>5/14/09</li> </ul>	
3	<p><b>Segment 2 of Trail Complete</b></p> <p>County owns the easement and is ready to proceed with signage and maintenance. However, DPR would wait until Segments 1 and 2 are constructed.</p> <p><b>Segment 3 of Trail Complete</b></p>	DPR	<p>Will be done concurrently with signage and maintenance of Segments 1 and 2.</p> <ul style="list-style-type: none"> <li>5/28/09</li> </ul>	



## ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
4	County owns the easement and is ready to proceed with signage and maintenance. However, DPR will wait until Segments 1 and 2 are constructed.	DPR	Will be done concurrently with signage and maintenance of Segments 1 and 2.	
5	<p><b>Segment 4 of Trail Complete</b></p> <p>DPR to write a letter to the Indian Falls HOA to negotiate a replacement easement for the trail. In exchange for use of that easement, the County will give up its current easement. This new easement would be less invasive than the existing trail. The HOA would be given 30 days to respond approving the new easement alignment.</p> <p>DPR will provide a recommended engineering consultant contact and GPS data in the 2/28/08 letter to Indian Falls HOA.</p>	DPR  HOA	<ul style="list-style-type: none"> <li>• 5/28/09</li> <li>• DPR completed draft letter to Indian Falls HOA on 2/25/08; County Counsel review to be completed by 2/28/08; send letter to HOA by 2/28/08.</li> <li>• Response to County letter to be provided at regularly scheduled HOA board meeting on 4/24/08.</li> </ul>	<ul style="list-style-type: none"> <li>• Letter to A. Guglielmi, President of Indian Falls HOA, from L. Hensley of DPR regarding the easement exchange for Segment 5. Letter was sent via certified mail on 2/28/08.</li> <li>• DPR contacted Management Company for Indian Falls HOA on 3/26/08, to determine status and was informed to contact Management Company on all issues with the HOA (same management company for both HOA's). Initial response appears to be favorable but would like to discuss in more detail at next HOA board meeting on 4/24/08. Mr. Guglielmi is not available until that time because of the tax season.</li> <li>• In a meeting between DPR and DPW-M&amp;PM on 3/4/08, it was determined that of the 3 parcels which the HOA needs to negotiate a trail easement over, currently one parcel identified as APN 2821-024-007, has a "BLANKET EASEMENT" which allows for Hiking and Equestrian</li> </ul>



# ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
	HOA and engineer required to provide DPR with a feasibility assessment, cost estimate, and proposed project timeline.		<ul style="list-style-type: none"> <li>Assessment, cost estimate and timeline due to DPR by 6/30/08.</li> </ul>	Trail use over 90% of the subject parcel, therefore requiring the HOA to negotiate easement across only APN 2821-025-0001 and 2816-031-001. HOA to be informed of above at regularly scheduled meeting on 4/24/08.
	Upon recordation of replacement easement, the County will construct the trail.	DPR	<ul style="list-style-type: none"> <li>Trail construction will be complete within 90 days</li> </ul>	
	In the event HOA does not respond or agree to request, please see * Alternative below on page 7.	HOA		

## \* Alternative

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
1, 2, and/or 5	In the event none of the actions above prove to be amenable to the HOA's and/or the property owners, DPR would retain a design consultant OR request the services of DPW to prepare the necessary construction documents and specifications. The County would then construct a DG trail within the curbed roadway as previously discussed with all parties.	DPR & CEO/CP	<p>County Project (Administrative Actions):</p> <ul style="list-style-type: none"> <li>Ensure sufficient funds in place, obtain Board approval of project</li> <li>Transfer of project management role to DPW (2 weeks) by 5/12/08.</li> </ul>	Capital Project Number (C.P. # 774889) was determined to have been established. Based on HOA meeting of 4/24/08



# ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
	Due to size and scope of project an Adopt, Advertise and Award Board letter may be recommended and thereby reducing total construction time and complexity by two months.	DPW	<p>Design Process:</p> <ul style="list-style-type: none"> <li>• Select/retain design consultant/design kickoff (1 month) by 6/12/08.</li> <li>• Site analysis, surveying and mapping (2 weeks) by 6/26/08.</li> <li>• Schematic plans and specifications (1 month) by 7/27/08.</li> <li>• Review plans (1 week) by 8/3/08.</li> <li>• 50% construction docs and specs. (45 days) by 9/17/08.</li> <li>• Review plans (1 week) 9/24/08.</li> <li>• 75% construction docs and specs. (30 days) by 10/23/08.</li> <li>• Review plans (1 week) by 10/30/08.</li> <li>• 100% construction docs and specs. (2 weeks) by 11/13/08.</li> <li>• Review final plans (2 days) by 11/16/08</li> <li>• Obtain jurisdictional approval and permits (2 weeks) by 11/28/08.</li> </ul> <p>Advertise Project:</p> <ul style="list-style-type: none"> <li>• Advertise Board letter (6 weeks) by 1/9/09.</li> <li>• Advertise project (1 month) 1/9/09 to 2/9/09.</li> </ul> <p>Bid and Award:</p> <ul style="list-style-type: none"> <li>• Bid process and bid opening (2 weeks) through 2/23/09.</li> <li>• Award Board letter (6 weeks) on 4/9/09.</li> <li>• Award construction contract (2 weeks) by 4/23/09.</li> <li>• Contract review by County Counsel and in place (1 week) by 4/30/09.</li> <li>• Notify HOA's and property owners of the award (2 weeks) by 5/14/09.</li> </ul>	Per David Howard(DPW) Project Management contact is Al Martins



# ATTACHMENT A

Trail Segment	Task	Responsible Parties	Estimated Timeline	Status Update
			Construction: <ul style="list-style-type: none"> <li>• Mobilize contractor (2 months) by 7/14/09.</li> <li>• Demolition (1 week) by 7/21/09.</li> <li>• Survey for construction and stake (2 weeks) by 8/4/09.</li> <li>• Construction (90 days) completed by 11/04/09.</li> <li>• Final inspection and corrections (2 weeks) by 11/18/09.</li> </ul> Final walk-thru (1 week) 11/25/09.	

## General Notes

	Task	Responsible Parties	Comments	Status Update
1.	A standard meeting time for a monthly joint conference call has been established. This conference call is scheduled to take place on the 4 <sup>th</sup> Monday of each month. DPR is the coordinator of the conference call and meeting Agenda.	CEO, DPW DRP, DPR & County Counsel	Second teleconference meeting held 3/24/08.	Standard process and meeting schedules have been approved by all departments.
2.	For ease of communications between County and HOA's, the County departments involved have agreed to provide correspondence to DPR for formal distribution to HOA's.	CEO, DPW DRP, DPR & County Counsel		Agreed to by all involved County Departments on 3/3/08
3.	All departments concurred that a "Vacation Process with Conditions", would be the most efficient method to address matters regarding potential need to vacate trail easements when/where necessary.	CEO, DPW DRP, DPR & County Counsel		
4.	DPR will adjust schedule to reflect CEQA requirements. To be included in May 2008 Monthly Report to BOS.	DPR		